

STATEWIDE ON-CALL WETLANDS SERVICE AGREEMENT

GENERAL DESCRIPTION OF LABOR CLASSIFICATIONS

The general description of labor classifications below is provided to bidders for informational purposes in assisting in the determination of the contract hourly labor rate for that classification. Work by each labor classification may include, but is not limited to, the following:

Project Manager

- Manages the agreement with the NH Department of Transportation (NHDOT) for the consultant;
- Manages the work of subordinate staff;
- Ensures that contract terms and task order assignments are completed according to applicable requirements and expectations;
- Liaises with the NHDOT contract manager at task order initiation and during execution of a task order;
- Develops scopes of work and fee proposals; and
- May be licensed as a Certified Wetland Scientist in the State of New Hampshire.

Senior Wetland Scientist

- Serves as an environmental lead for task order assignments, managing the work of subordinate staff;
- Has more than entry level experience in the field of wetlands/environmental science;
- Likely licensed as a Certified Wetland Scientist in the State of New Hampshire;
- Assists in the development of scopes of work and fee proposals;
- Leads field crews in data collection, including wetland delineations, stream crossing assessments, invasive species inventory and endangered species surveys; and
- Leads in writing reports/documentation of wetlands/environmental resources.

Wetland Scientist

- Has some experience in the field of wetlands/environmental science and/or is under the direction of staff with advanced experience;
- May be licensed as a Certified Wetland Scientist in the State of New Hampshire;
- Participates in field data collection; and
- Assists in writing reports/documentation of wetlands/environmental resources.

Technician

- Participates in field data collection;
- Utilizes technical equipment for the collection of field data (including survey and/or GPS);
- Processes field data for use; and
- Generates maps and graphics for reports/documentation of wetlands/environmental resources.

Clerk

- Manages the consultant's administrative processes;
- Generates invoices for payment;
- Processes office paperwork; and
- Makes copies of wetlands reports/documentation.